

CERTIFIED INTERIOR DESIGNERS SECTION MEETING

MINUTES

The Certified Interior Designers Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on November 13, 2003, at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia, with the following members present:

Susan S. Orange
Carole R. Renmark

Staff present for all or part of the meeting were:

Mark N. Courtney, Executive Director
Marian H. Brooks, Program Administrator
Trisha L. Henshaw, Administrative Assistant

No representative from the Office of the Attorney General was present.

Ms. Orange called the meeting to order at 9:15 a.m.

Call to Order

Ms. Renmark moved to approve the agenda as amended. Ms. Orange seconded the motion which was unanimously approved by members Orange and Renmark.

Approval of
Agenda

Public Comment Period – No comments were made to the Section members.

Public Comment

Jeff Kenney, Executive Director of the National Council of Interior Design Qualification (NCIDQ), spoke to the Section members regarding the activities at NCIDQ. Mr. Kenney provided the Section members with a copy of the 2003 Annual Council of Delegates Meeting Report, as well as the Practice Analysis Study for the Profession of Interior Design, which is compiled and published every five years. The Practice Analysis provides information regarding the development, evaluation, validation, and specifications of the NCIDQ examination. Mr. Kenney discussed NCIDQ's goals in the area of computerized examinations.

Jeff Kenney,
NCIDQ
Executive
Director

Mr. Courtney indicated that the draft proposed regulations would be considered for adoption as proposed at the December 11, 2003, Board meeting. Mr. Courtney stated that if the draft proposed regulations are

Review of Draft
Proposed
Regulations

not adopted as proposed at the December Board meeting, the regulatory review process would need to start over from the beginning. Mr. Courtney pointed out a few areas that needed corrections, as well as some issues that may arise at the Board meeting.

The Section members were provided with an enrollment form to allow travel reimbursements to be directly deposited into the Board member's bank account. Mr. Courtney explained that the Department is greatly encouraging participation in this program as direct deposit is less expensive than issuing a check, and the recipient receives their reimbursement much faster through direct deposit. The Board members stated that they would return the completed enrollment forms to Mr. Courtney.

Electronic
Deposit of
Travel
Expenditure
Reimbursements

The Section members were provided with the 2003 NCIDQ Annual Council of Delegates Meeting Report. Additionally, Mr. Kenney provided the Section members with the dates for next year's annual meeting, November 12-14 in Washington, DC.

Correspondence
from NCIDQ

No other business was discussed by the Section members

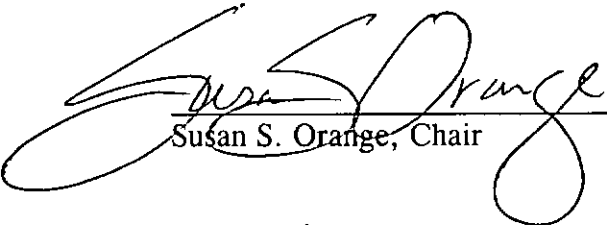
Other Business

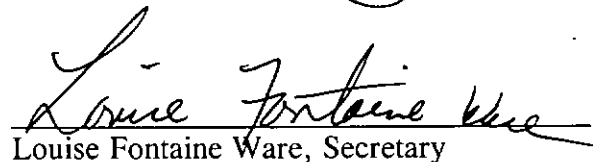
Conflict of Interest forms were completed by all members present.

Conflict of
Interest Forms

There being no further business, the meeting was adjourned at 10:12 a.m.

Adjourn


Susan S. Orange, Chair


Louise Fontaine Ware, Secretary

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